

# Regional Business License and Permits Program



WASHOE COUNTY  
HEALTH DISTRICT  
ENHANCING QUALITY OF LIFE

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## AGENDA

### Regional Business License and Permits Program Oversight Group Meeting Tuesday, March 3, 2015 - 1:30-3:00 PM

Washoe County Caucus Room  
1001 E 9<sup>th</sup> St, Bldg A 2<sup>nd</sup> Floor  
Reno, NV

#### Oversight Group

Reno City Manager - Andrew Clinger  
Sparks City Manager - Steve Driscoll  
Washoe County Manager - John Slaughter  
District Health Officer - Kevin Dick

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**Possible Changes to Agenda, Order and Timing:** Discussion may be delayed on any item on this agenda, and items on this agenda may be taken out of order, combined with other items and discussed as a block, or removed from the agenda.

**Public Comment; Disrupting of Meeting:** During the "Public Comment" periods listed below, anyone may speak pertaining to any matter either on or off the agenda. Public comment and presentation times are limited to three minutes for individual speakers. Comments are to be directed to the Regional Business License and Permits Program Oversight Group as a whole and not to one individual.

**Pursuant to NRS 241.020, this notice has been posted at the following locations:** Washoe County Administrative Office, 1001 East 9<sup>th</sup> Street, Reno, NV; Reno City Hall, One East First Street, Reno, NV; Sparks City Hall, 431 Prater Way, Sparks, NV; Washoe County Health District, 1001 East 9<sup>th</sup> Street, Reno, NV and posted on the following websites: [www.washoecounty.us/technology](http://www.washoecounty.us/technology); [www.reno.gov](http://www.reno.gov); [www.cityofsparks.us](http://www.cityofsparks.us). This notice may also be found on the State of Nevada Public Notice website: <https://notice.nv.gov>.

**Support Materials:** Support materials are posted on the respective websites, when they are provided to the governing body or if provided during a meeting, such materials will be posted on the websites within 24 hours after the conclusion of the meeting. Support materials are also available at the Washoe County Technology Services office and at the scheduled meeting location on meeting day. The designated contact to obtain support materials is Annette Van Der Wall in Technology Services, 775-328-2352, 1001 E 9<sup>th</sup> St, Reno, NV, Bldg. C, 2<sup>nd</sup> Floor.

**Order of Agenda:** Section titles on this agenda are for convenience and reference purposes and are not intended to define, govern, limit, modify or in any manner affect the titles of the items listed for consideration by the Oversight Group. A time listed next to a specific agenda item indicates that the specific item will not be heard before that time – it does not indicate the time schedule of any other item. Items on the agenda may be removed, postponed, taken out of order and the public body may combine two or more agenda items for consideration.

**Accommodations:** We are pleased to make reasonable accommodations for members of the public who are disabled and wish to attend meetings. If you should require special arrangements for any meeting, please contact our offices at 334-2030, 24 hours prior to the date of the meeting.

**A. Roll Call**

**B. Public Comment** – Comments heard under this item will be limited to three (3) minutes per person and may pertain to matters both on and off the agenda. Each person addressing the Oversight Group shall give his name and shall limit the time of their presentation to three (3) minutes per NRS 241.020(2)(d)(7)

**C. Approval of the Agenda (For Possible Action) – March 3, 2015**

**D. Approval of the Minutes from the December 2, 2014 meeting (For Possible Action)**

**E. Update, discussion and possible direction on the Project status to include Accomplishments, Project Timelines, Impacts, Budget and Financial Report of the Regional Business License and Permits Project (For Possible Action)**

**F. Update and discussion on the Regional Technology fee to include legal questions raised at the last oversight meeting and possible direction to proceed with public outreach (For Possible Action)**

**G. Update, discussion and possible direction to empower the Regional Project Management team, in collaboration with the e-payment and financial teams from each agency, to recommend a single merchant processor within the scope of the Regional Business License and Permits Project. (For Possible Action)**

**H. Announcements/Reports/Updates** - Oversight Group member announcements/ reports/updates from members concerning the regional business license and permits project. Requests for information and any ideas and suggestions for the project.

**I. Identification of future agenda items**

**J. Public Comment** – Comments heard under this item will be limited to three (3) minutes per person and may pertain to matters both on and off the agenda. Each person addressing the Oversight Group shall give his name and shall limit the time of their presentation to three (3) minutes per NRS 241.020(2)(d)(7)

**K. Adjournment (For Possible Action)**